

Living Donor Liver Transplantation (LDLT) Proctor Team Operational Model Quick Guide for Referring LDLT Liver Transplant Centre Teams

Updated April 2025

First Steps



Access information

- Access **'LDLT Proctor Team'** folder at https://www.odt.nhs.uk/living-donation/living-donor-liver-transplantation/ for all relevant information
- Follow 'LDLT Local and Proctor Team Responsibilities' (INF 1729) for step-by-step pathway

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Before you refer a case

- Step -1: Ensure local approvals are in place to support proctored case/referral to proctor team (INF 1729)
- Step 0: Ensure recipient is suitable for listing (INF 1729). NB: potential LDLT recipients can be listed as active or suspended (as per LDLT Policy (POL 402))
- Complete **donor health screening questionnaire** access in the **'LDLT Proctor Team folder'** at https://www.odt.nhs.uk/living-donation/living-donor-liver-transplantation/ to identify donor health issues that may preclude further assessment

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Referral to Proctor Team

- Complete 'LDLT Proctor Team Activation Form' and email to MDOfficePAs@nhsbt.nhs.uk FAO of OTDT Medical Director and AMD Living Donation and Transplantation
- Complete 'LDLT Proctor MDT Slide Set' with available donor and recipient information to date
- Email donor health screening questionnaire, slide set and supporting clinical information to nhsbt.ldltproctorteam@nhs.net

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Next Steps



Proctor Team engagement

- LDLT Proctor team will contact referrer to agree next steps according to standardised pathway (INF 1729) and case-by case considerations
- Use **'LDLT Proctor MDT Slide Set'** to record recipient and donor assessment and sign-off from Proctor Team before submitting case for OTDT Medical Director sign-off

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OTDT sign-off

• Complete 'LDLT Checklist' and supporting documents, including completed Proctor Team MDT slide set, Crisis Management Plan, Communications Plan and local Trust agreements

• Email checklist and accompanying evidence to MDOfficePAs@nhsbt.nhs.uk FAO of OTDT Medical Director and AMD Living Donation and Transplantation (min. 10 working days before you wish to proceed with case)

Post approval to proceed

- Once approved, confirm date of surgery with Proctor Team
- Ensure local teams aware of **Communications and Crisis Management Plans** and their roles. NB: ensure donor and recipient are aware of their roles in managing communications
- Update OTDT with date of surgery, progress to plan and outcome of case via MDOfficePAs@nhsbt.nhs.uk

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What else?



Monitoring

• Activity by centre for those engaging with the Proctor Team model will be collated by NHSBT and reported to the Proctor Team Core Group (6 weekly) and LDLT Project Board (quarterly)

Queries or concerns

 Please email Derek Manas, OTDT Medical Director and/or Lisa Burnapp, Associate Medical Director via <u>MDOfficePAs@nhsbt.nhs.uk</u> if you have a query or concern related to this project and or need further advice or support

Other resources

• Please refer to last slide in this pack for a resource list to support the LDLT programme

All documents in bold can be found at: https://www.odt.nhs.uk/living-donation/living-donor-liver-transplantation/



Useful Resources

For Whom	Where to find them
Clinical Teams 1. LDLT Project; Proctor Resources; Policies; 2. LDLT Network 3. UK Guidelines for LDLT (BASL/BTS)	 https://www.odt.nhs.uk/living-donation/living-donor-liver-transplantation/ https://www.odt.nhs.uk/living-donation/uk-living-donor-liver-transplantation-network/ https://bts.org.uk/guidelines-standards/
Recipients and Living Donors1. Recipient information2. Donor information3. Patient organisations	 https://www.nhsbt.nhs.uk/organ-transplantation/ https://www.organdonation.nhs.uk/become-a-living-donor/donating-part-of-your-liver/ UK Liver Alliance https://britishlivertrust.org.uk/uk-liver-alliance/ British Liver Trust https://britishlivertrust.org.uk/ Liver North https://www.livernorth.org.uk/
Contacts Derek Manas, OTDT Medical Director Lisa Burnapp, Associate Medical Director- Living Donation and Transplantation	Via MDOfficePAs@nhsbt.nhs.uk NB: All clinical and patient identifiable information to be sent to joint Proctor Team inbox: nhsbt.ldltproctorteam@nhs.net